

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Annual Meeting of the above Parish Council held on Monday 8th May 2017 in St Margarets Hall, Reach Road at 7.00 p.m.

Present: Cllrs B Paul, J Harris, R Simcox, G Macgregor, A Fielding, R Wilkie and A Newton. Apologies received from Cllr C Smith.

Apologies for absence also received from County Cllr S Manion and District Cllr K Morris.

Following issues raised during Public Question Time:-

Mrs Patricia O'Reilly – stated that Chapel Lane Pond is currently an “eyesore” and relies on few adjacent residents to keep it in some sort of order – asked if PC could do anything more. Cllr Paul advised that this was to be discussed under later agenda item.

Peter Wells advised if footpath ER42 could be reported as there are currently pieces of metal sticking up from some of the steps. Advised that there is a large tree leaning over at the back of his property – reported before. Ownership of this part of the land is unsure but it was agreed this would be investigated.

Jim Stone asked if anything could be done about the parking in Reach Road and opposite Vicarage Lane, with cars now parking on the pavement. Agreed that PCSO be asked to look at this but it was felt that as other car parking is not restricted, there is little that can be done.

Viv Verren – asked that any proposed traffic survey previously discussed for the High Street, include Reach Road. This will be discussed with Steve Manion.

1. Miss Brenda Paul nominated as Chair for the forthcoming year 2017-2018 – this was unanimously agreed and Cllr Paul duly signed the Declaration of Office for Chairman.	
2. Mr Tony Fielding nominated as Vice-Chair for the forthcoming year 2017-2018 – unanimously agreed.	
3. Cllr Paul to serve as a representative on the County Association of Local Councils for 2017-2018.	
4. Cllrs Jennifer Harris and Anna Newton to act as representatives on the Dover Area Committee of the Kent Association of Local Councils for 2017-2018.	
5. It was agreed that Cllr Macgregor would attend meetings of Action with Communities in Rural Kent if available.	
6. Cllr Fielding to serve as representative on the Village Hall Management Committee for 2017-2018 – he is a Director of the currently dormant limited company for the hall. Cllr Macgregor also to sit on the Hall management committee.	
7. The Clerk appointed as Responsible Financial Officer for 2017-2018.	
8. Confirmation of Minutes of Parish Council Meeting held 10th April 2017. The minutes, having been circulated to all members, were confirmed as a correct Record.	

9. **Declarations of Interest** – None declared on agenda items.

9a) **South Foreland Valley**

- (This item moved up on the agenda from item 13).
- Councillors had been made aware of the current mower having broken down – repaired several times.
- It is proposed to purchase a new mower – Tracmaster BCS Bank Commander at cost of £8,010 ex VAT.
- Suggested that price is sought for repair of old mower, although this may be prohibitive.
- Volunteers David Hart and Chris Little had approached the Barber Trust seeking a grant for a new mower – initially declined, they may now be prepared to consider a grant of £3,000 (suggested figure) assuming that further funding can be obtained from an alternative source.
- Up on the Downs approached – possible £500 funding available; Cllr Manion to be approached re funding from his KCC members grant.
- Cllr Harris proposed (all in favour) that the purchase of the above mower is agreed in principle
- It was agreed that the subject of signage be moved to next month, pending meeting with Jon Barber at National Trust.

Clerk to deal

10. **Clerk Report**

- Meeting with Kirk Alexander – it was agreed that Clerk ask Kirk if PC members can meet with him one evening in the Valley (not weekends).
- Clerk to ask Jon Barker at National Trust is evening of 24th May suitable for meeting at 7 p.m.
- Cheque for £1,050 received re grazing rights.
- Re construction vehicles from Portal House – complaints still being received in this regard. Clerk will write to Cllr Steve Manion in this regard.
- Re overgrown hedge at “Havering” – Cllr Harris will have a look and report back.
- No news re litter bins – Cllr Simcox copied in to email exchange with Mandy Pile and Clerk will continue to liaise.
- No contact received from landowners in relation to possible affordable house sites.
- Re DDC request for further information on corrugated roof replacement at Bowls Club – Mike Fielding advised – Nigel Claringbould is to provide photos/details of suggested roofing material (Mike will chase him if necessary).
- Save Glebe Field Campaign meeting – next one on 25th May (yet to be confirmed).
- Bank mandate forms received – Clerk to arrange with Cllrs Wilkie and Newton to complete.
- Footpath walk to be set for Sunday 8th October.
- Re office phone – sharing with third party not considered a good idea given Data Protection issues. Cllr Simcox will investigate options.
- Shared Access looking at other options regarding proposed mobile telecoms mast at Alexander Field.

Clerk to deal

Clerk to deal

Clerk to deal

Cllr Harris to deal

Clerk to deal

Clerk to monitor

Clerk to confirm when known

Clerk to deal

Clerk to place in magazine/website

Cllr Simcox to deal

- Darren Belsey to start work on Alexander front porch this week – he will collect key from Cllr Fielding.
- Mr Derek Mitchell has contacted Cllr Paul re proposal to relocate doctor's surgery on some of his land – Cllrs Paul and Simcox will meet with him to discuss.
- Clerk read email from South East Kent Ambulance Service alleging problems in accessing recent call out n Lighthouse Road due to poor road surface.

Cllrs Paul and Simcox to deal

11. Planning

The following decisions from last month, for applications received post agenda, were duly ratified:-

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| DOV/17/00241 | Installation of cladding to first floor elevations (existing render to be removed) – Lorien, 13 St Margarets Road | <i>No objections</i> |
| DOV/17/00320 | Variation of condition of planning permission DOV/15/00908 to amend approved drawings (application under Section 73) – Cliffe Place, Station Road | <i>Defer to Planning Officer</i> |
| DOV/17/00361 | Erection of a side porch extension and single storey rear Extension (existing conservatory to be demolished) – Crossways, Droveaway Gardens | <i>No objections</i> |
| DOV/17/00385 | Erection of a single storey rear extension – Hope Point, 55 Granville Road | <i>No objections</i> |
| DOV/16/01498 | Raise the roof height on existing garage – Mayfield Cottage, 1 Sea Street | <i>No objections</i> |

The following observations were made on the planning applications considered:-

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| DOV/17/01260 | Erection of a front extension and front and rear roof extensions incorporating balconies, erection of cladding to elevations and extensions, alterations to front, rear and side openings and alterations to existing vehicular access and driveway (amended drawings and description) – Merlin, Goodwin Road | <i>No objections</i> |
| DOV/17/00401 | Conversion of garage to habitable room – Culpepper, Hardy Road | <i>No objections</i> |
| DOV/17/00435 | Erection of a detached dwelling, new garage and creation of parking (existing garage to be demolished) – Michaelmas, Convent Close | <i>No objections</i> |
| DOV/17/00445 | Erection of a single storey extension, increased height of roof on northern elevation and dormer extension – Fairwinds, 58 Granville Road | <i>No objections</i> |

14. Chapel Lane Pond

Cllr Paul advised she had spoken to Mr Phil Bean at Cloisters in Chapel Lane who had expressed a willingness to undertake the role of Pond Warden for Chapel Lane Pond, with the help of a group of volunteers. Cllr Paul agreed to be liaison point on the PC. Agreed that Council would pay for a pair of waders for Mr Bean.

Cllr Paul to take forward

IT WAS RESOLVED to accept quotation from D A Tree Surgeons in the sum of £865 for tree works to be undertaken at Chapel Lane Pond – they will need access via Cloisters which has been agreed.

Clerk to arrange

15. Reports from Councillors

- Cllr Paul proposed that the Parish Council undertake to provide refreshments (tea and cake) after the Dover Patrol Service on 16th July with Clerk to first investigate how many persons are likely to attend before confirming. Clerk advised she did not feel this was best practice given the cost of a similar event two or three years ago.
- Cllr Paul advised that on 6th September at 1.30pm the Bowls Club is arranging a game with the Chelsea Pensioners – she asked that Clerk write to Nigel Claringbould seeking permission for vehicles for bowlers on his land at Townsend Farm and also to DDC seeking permission for the coach to drop off the Chelsea Pensioners in housing area opposite the pavilion.
- Following request from Graham Wilson re Garden Safari, Parish Council had agreed that the Madge Field could be used to erect a ticket sales gazebo. Despite approaches to the Bay Trust which had allowed use of their land previously, this had received a negative response. Clerk asked to write to Mr Wilson asking that organisers give further thought to the question of parking for this event.
- Cllr Paula advised she had met with a Mr Kensington Laverne who is conducting a photographic record of local sites.
- Cllr Fielding had spoken with Cricket Club and it is felt that greater coverage by CCTV is needed for the King George V Field/Pavilion. Re the Alexander Pavilion, it would be difficult to have use of a wi-fi link from neighbouring residential property but it may be that if new CCTV equipment bought for KGV Pavilion, the old unit may be able to be re-used at other site. He will have a formal conversation with the Cricket Club and obtain a quotation (this to be on agenda).
- Cllr Harris reported re present position on proposed bus shelter at Nelson Park. – she has been liaising with John Pugh and also Dan Bruce at KCC. Formal permission would need to be sought from Kent Highways and any shelter would have to meet current disability regulations, and have space for a wheelchair to get off/on the bus, together with providing a dropped kerb (this may have to also be put in place on the shelter at the other side of the road. It is possible that some financial help may be available from KCC. First step is for Highways determination search to be undertaken. Has sought a quote from Queensberry Shelters who KCC have felt to be reliable in the past.

Clerk to deal

Clerk to deal

Clerk to deal

Cllr Fielding to take forward and Clerk to place on agenda

Cllr Harris to continue to take forward

- Cllr Simcox advised there had been a problem with off-roaders in the Valley recently – apparently Police have been seen in the area. Clerk was asked to write to Chief Constable stressing that this sort of behaviour is criminal rather than civil when reporting using 101 contact number. Question raised as to whether PCSO was aware.
- Mr Miller had raised following issues through Cllrs Fielding, Simcox and Clerk:-
 - Dog mess being seen around the edge of the King George V Field.
 - Flytipping at Nelson Park area and also in the dip in Station Road.
 - Long Steps – surface eroding.
 - The mound at the Play Area – needs re-turfing.
- Cllr Simcox and Fielding are to undertake a tutorial with Robert Darling re CCTV use/playback.
- Councillors given a rota for Playing Field Inspection, with Cllr Paul to undertake June.
- Cllr Harris referred to her notes from KALC Dover Area Committee meeting – imposition of 20mph speed limits almost impossible.
- Clerk asked to place question of showers at Alexander Pavilion on next agenda.
- No land could be identified re use by mountain bikers in the village.

Clerk to write

Cllr Paul will deal

Correspondence:-

- Chris Little re response to Barber Trust for grant re SFV mower.
- Graham Wilson re Garden Safari.
- Phil Wright, Shared Access re Alexander Field.
- Christian Productions – re proposed concert at St Margaret's.
- Richard Haynes re Up On The Downs newsletter.
- Leon Williams – thank you re Precept information.
- Cllr Harris re training events.
- Chris Little re request for Barber Trust grant.
- Mark Carpenter, Kent Highways re proposed drainage works on Bay Hill.
- Christine Waterman re proposed new meeting dates with Bay Trust.
- Dan Bruce, KCC Public Transport re The Hope Inn bus stop.
- Kirk Alexander re working days in South Foreland Valley.
- Mark Carpenter, Kent Highways – further info re Bay Hill drainage works.
- Malcolm Gibbons re Dover Patrol Memorial Service.
- Fiona McLean re Chapel Lane Pond.

There being no further business, the meeting closed at 10 p.m.

Confirmed:

Chairman

8th May 2017

